



REQUEST FOR COPY OF TAX STATEMENT

(Please Print)

MAIL TO: _____ DATE OF REQUEST: _____

TAX YEAR REQUESTED _____

ATTN: _____

FORM: W-2 _____ 1099MISC _____ 1042-S _____

NAME: _____

TAX IDENTIFICATION NUMBER: _____

CURRENT MAILING ADDRESS:

Street Address _____

City _____ State _____ Zip Code _____

WORK LOCATION & NO.: _____

LOCATION ADDRESS: _____

City _____ State _____ Zip Code _____

The duplicate form is requested for the following reason:

- _____ Never Received
- _____ Misplaced or Destroyed
- _____ Other ↗ Explain _____

Signature of Requestor

FOR DEPT. USE ONLY:

Tax Statement reissued on: ____/____/____ Mailed on: ____/____/____

Processed By: _____